



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bill Pease • Vice-President – Robert Leete • Director – Kevin Graves • Director – Mark Simon • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday May 4, 2016

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:08 p.m. by President Pease

Pledge of Allegiance – Led by Director Graves

Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Crime Prevention Specialist Fontenot - Provided the law enforcement report for the month of April. There was discussion with Crime Prevention Specialist Fontenot regarding 911 calls and vehicle stops. The Board thanked Sheriff Livingston for the additional patrol within Discovery Bay, in addition to staff attendance during Earth Day.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay. There was discussion between Officer Thomas and the Board regarding the assistance given to the residents by Officer Thomas at the April 6th meeting. The Board thanked Officer Thomas for his assistance given to the residents.

3. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update regarding the calls and average response time for the month. Chief Henderson reported the Knightsen station would open on July 2nd. Chief Henderson also provided to the District a Memorandum from Hanson Bridgett, LLP regarding the legal analysis of the proposal to receive property tax revenue transfers from other agencies in the ECCFPD Service Area. The discussion continued regarding the MOU concept.

4. Supervisor Mary Piepho, District III Report – Staff was not able to attend the meeting

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – No Report

4. Special Districts Report – No Report**

** These meetings are held Quarterly

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of special meeting for April 20, 2016
2. Approval of DRAFT minutes of regular meeting for April 20, 2016
3. Approve Register of District Invoices

Motion by: Director Simon to approve the Consent Calendar

Second by: Vice-President Leete

Vote: Motion Carried – AYES: 5, NOES: 0

F. PRESENTATIONS

1. Review Draft Five-Year Water and Five-Year Wastewater Rate Studies covering the period FY 2017-18 through FY 2021-22

Interim General Manager Kutsuris – Provided a brief introduction of Alison Lechowicz with Bartle Wells.

Bartle Wells Lechowicz – Provided the details of the presentation for the Draft Five-Year Water and Five-Year Wastewater Rate Studies covering the period FY 2017-18 through FY 2021-22. There was discussion between the Board and Bartle Wells regarding the presentation. President Pease commended Alison Lechowicz for the precise presentation. The discussion continued within the Board, the General Manager, the Finance Manager, Bartle Wells, Legal Counsel regarding the two options. The Board concurred with Water Rate Option 2 as well as the proposed Wastewater Rates.

G. BUSINESS AND ACTION ITEMS

1. Consider approving the revised lease terms, and authorizing the General Manager to sign a lease on behalf of the District for the closed fire station at 1535 Discovery Bay Boulevard

Interim General Manager Kutsuris – Provided the details of the changes to the proposed lease including increasing the lease cost from \$1200 to \$1300.00 per month, including a provision that the District will use all best efforts to vacate the site should the Fire District decide to reopen the station, and clarifying that any permanent improvements to the site would remain with the property at the termination of the lease.

Board President Pease asked that when the lease is renewed next year, that the District request a 4 or 5 year lease so that there is stability in the use of the building.

Motion by: Vice-President Leete to approve the revised lease for 1535 Discovery Bay Boulevard, and authorize the Interim General Manager to sign the lease on behalf of the District.

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

2. Consider approving the partial re-opening of the Ravenswood Splash Pad

Interim General Manager Kutsuris – Provided the details regarding the proposed re-opening of the Ravenswood Splash Pad and the details in relation to water conservation. It is estimated that the partial re-opening may alter our conservation achievement by approximately .4 of 1%. Director Simon expressed concern that this would be the wrong message about the need to conserve water.

Motion by: Director Graves to authorize the partial reopening of the Splash Pad

Second by: Vice-President Leete

Vote: Motion Carried – AYES: 4 – President Pease, Vice-President Leete, Director Graves, Director Steele, NOES: 1 – Director Simon

3. Consider providing comments to Contra Costa County regarding the exchange of property tax revenues related to the Byron-Bethany Irrigation District Detachment

Interim General Manager Kutsuris – Provided the details of the letter received regarding the exchange of property tax revenues related to the Byron-Bethany Irrigation District Detachment and the opportunity to comment.

Legal Counsel Attebery – Provided additional details in regards to the detachment of Byron-Bethany Irrigation District and how the detachment affects the taxing areas; Legal Counsel recommends: 1. Reach out to LAFCO to find out why the taxing area doesn't include property taxes from our district, even though our district provides a service; 2. On behalf of Discovery Bay provide a response to the letter in the packet and request participation. Staff recommends appointing the District President and one other member to work on this issue and to meet with Supervisor Piepho. The Board agreed to appoint the President Bill Pease along with Director Kevin Graves.

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

There was discussion within the Board, the General Manager, and Legal Counsel regarding the White Paper from East Contra Costa County Fire Protection District.

J. MANAGER'S REPORT – Discussion and Possible Action

1. Recreation Program Update – Mac Kaiser

Recreation Programs Coordinator Kaiser – Provided the recreation activities within Discovery Bay. There was discussion between the Board and the Recreation Programs Coordinator regarding the activity guide and the many classes offered; in addition the changes within the layout of the Activity Guide/Pipeline and the cost savings. General Manager Kutsuris thanked the Recreation Programs Coordinator for his dedication and exceptional work developing recreation activities.

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. Update of the Community Center Flag Pole Lighting

Interim General Manager Kutsuris – Noted that the Flag Pole lighting has been corrected.

2. Receive the DRAFT Annual Water Quality Report/Consumer Confidence Report – Reporting year 2015 Interim

Interim General Manager Kutsuris – Provided the details in regards to the DRAFT Water Quality Report – for your information, the District had no violations.

Interim General Manager Kutsuris – Provided an update regarding the landscaping on Highway 4. There are challenges for Cal Trans maintenance for the possibility of landscaping.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

N. CORRESPONDENCE – Discussion and Possible Action

1. S - Letter to LAFCO - Agricultural and Open Space Preservation Policy 04-18-2016

2. R - Letter from LAFCO-TODB- Letter of Support-2016 Transparency Certificate of Excellence 04-25-2016

3. R – Contra Costa County Clerk-Recorder-Elections Department regarding the General Election 04-26-2016

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

Update on Bob Murray and the Comp Study

Q. ADJOURNMENT

The meeting adjourned at 8:38 p.m. to the next regular meeting of May 18, 2016 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 05-11-16

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